



**GOVERNING BOARD MEETING**  
2580, College Street, Sherbrooke, QC J1M 2K3  
Oct 25, 2022  
4:00 – 5:45 p.m.  
Room C-156

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## MINUTES

### Members Present:

Nancy Beattie	Director of Constituent College
Alan Kezber (Chair)	Government Appointee, Enterprise Sector
François Paradis	Government Appointee, Socio-Economic Sector, (Board of Governors)
Kandy Mackey	Government Appointee, School Board Sector
Monika Mitchell (Vice-Chair)	Parent Representative
Myriam Pruneau	Faculty Representative
Aaron Patella	Faculty Representative
Laura Beausse	Non-teaching Professionals Representative
Jennifer McLeod	Support Staff Representative
Antoine Laplante	Student Representative

### Regrets:

Miles Turnbull	Government Appointee, University Sector
Alexandra Lebel	Government Appointee, Enterprise Sector
Amy Sidaway	Student Representative
Eva Lettner	Parent Representative

### Also Present:

Odette Coté	Director General, Champlain Regional College
William Laramée	Coordinator, IT Services
Catherine Gingras	Manager, Human Resources
Gloria Allain	Coordinator, Special Care Counselling
Valerie Laverdure	Coordinator, Special Care Counselling
Suzanne Meesen	Secretary General

## AGENDA

- 1) Welcome and Announcements
- 2) Adoption of the Agenda
- 3) Adoption of Minutes of Previous Meeting
  - a. September 20, 2022
- 4) Question Period (15 minutes)
- 5) Business Arising
  - a. Bill 96 / Law 14: Ministry Options for Preparing non-right holding students for French Exit Language Exam (Information)
- 6) New Business
  - a. Special Education Techniques Program (Resolution) – Gloria Allain
  - b. Digital Action Plan (Resolution) – William Laramée
  - c. Request for Access to Surplus: Analysis and Implementation of Recommendations re. E-budget Management and Curricular (re-)Organization for \$250,000 (Resolution)
  - d. Annual Priorities for Director General Champlain Regional College (Presentation) – Odette Côté
- 7) Constituent College Report
- 8) Varia
- 9) Date of Next Meeting (December 13, 2022)
- 10) Adjournment

## MINUTES

### 1) Welcome and Announcements

The Chair welcomed everyone to the meeting.

### 2) Adoption of the Agenda

The agenda was adopted with the withdrawal of item 6d. The Request for Access to Surplus: Law 14 Implementation for \$250,000 (Resolution) was removed.

Moved: Monika Mitchell                      Seconded: Antoine Laplante

There was no call for a vote. Motion carried.

### 3) Adoption of Minutes of Previous Meeting

#### a. September 20, 2022

The Minutes were adopted as presented.

Moved: François Paradis                      Seconded: Laura Beausse

There was no call for a vote. Motion carried.

### 4) Question Period (15 minutes)

*There were no questions.*

### 5) Business Arising

#### a. Law 14 / Bill 96: Ministry Options for Preparing non-right holding students for French Exit Language Exam (Information)

N. Beattie presented the options shared by the Ministry of Higher Education through their consultative committee on the implementation of Law 14 to prepare students for the new French Exit Exam that non-rights holders will be required to pass to obtain a DEC. The English colleges collectively agreed with a preference for Option A which would involve the creation of two new 60-hour French Second Language courses and one optional competency as support for students who demonstrated need for additional French-language learning. This preference will be presented the English college representative to the consultative committee of the Ministry in the coming few weeks.

### 6) New Business

a. Special Education Techniques Program (Resolution)

Gloria Allain and Valerie Laverdure presented the revised Special Education Techniques (351.A1) program. They explained the local approach to the program which involved the development of new courses for twenty-two new competencies. This represents a significant change from twenty-six competencies in the old program. The main components of the new Comprehensive Assessment (CA) were also presented. The CA is attached to the Internship course (351-691-LE) and to be eligible for the CA, students must have passed all fourth and fifth-semester courses.

**Resolution No.: LEN-2022-065**

**Program Revision (351.A1) Techniques d'éducation spécialisée/Special Education Techniques (formerly Special Care Counselling (351.A0))**

**WHEREAS** Champlain College Lennoxville had been offering the Special Care Counselling program 350.A0 for several years; and

**WHEREAS** the *Ministère de l'Éducation et de l'Enseignement supérieur* (MEES) has revised its technical program formerly named Special Care Counselling (351.A0), creating the new (351.A1) Techniques d'éducation spécialisée program; and

**WHEREAS** the Special Care Counselling Program Committee in collaboration with the Dean of Faculty and Academic Affairs, designated Pedagogical Counsellor, and current program teachers developed a revised program framework during the 2021-2022 academic year in accordance with the *Institutional Policy on the Management of Academic Programs* (IPMAP); and

**WHEREAS** the program committee endorsed the revised version of the 351.A1 program at its program assembly held on May 19, 2022; and

**WHEREAS** the revised version of the 351.A1 program has now been validated in SOBEC by the Registrar; and

**WHEREAS** the Lennoxville Commission of Studies recommended the revised version of the program to the Governing Board at its meeting held on October 13, 2022,

**BE IT THEREFORE RESOLVED** that the Governing Board adopt the revised 351.A1 (Techniques d'éducation spécialisée) program to be implemented in the Fall 2023 semester.

Moved: Jennifer McLeod

Seconded: Monika Mitchell

There was no call for a vote. Motion carried.

b. Digital Action Plan (Resolution)

William Laramée, Coordinator of IT, presented the new local digital action plan that was developed by the techno-pedagogical committee, chaired by the Techno-pedagogical counsellor, Jordan Glass. The three main orientations were presented in addition to

examples of the actions taken so far. A college-wide consultation was conducted on the plan, and feedback received was integrated where appropriate. François Paradis complimented the team for its work on the plan.

**Resolution No.: LEN-2022-066**

**Digital Action Plan for Champlain College Lennoxville**

**WHEREAS** in 2018 the *Ministère de l'Éducation et de l'Enseignement supérieur* (MEES) launched its Digital Action Plan (DAP) with respect to education and technological development and articulated an expectation that each College would develop a local Digital Action Plan; and

**WHEREAS** in response to the Ministry's Digital Action Plan, Champlain College Lennoxville established a Techno-Pedagogical Committee as a sub-committee of the Commission of Studies with the goal of developing a local Digital Action Plan for Champlain Lennoxville; and

**WHEREAS** the Champlain Lennoxville Techno-Pedagogical Committee developed a local plan that focusses on three main trajectories and twelve actions; and

**WHEREAS** a College-wide consultation on the plan has taken place with the feedback received being assessed and integrated where possible into the final version of the plan; and

**WHEREAS** the Lennoxville Commission of Studies recommended the local Digital Action Plan to the Governing Board at its meeting held on October 13, 2022,

**BE IT THEREFORE RESOLVED** that the Governing Board adopt the Champlain Lennoxville Digital Action Plan.

Moved: François Paradis

Seconded: Aaron Patella

There was no call for a vote. Motion carried.

- c. Request for Access to Surplus: Analysis and Implementation of Recommendations re. E-budget Management and Curricular (re-)Organization for \$250,000 (Resolution)

Nancy Beattie explained the rationale for the request. Under the FABRES funding model for Cégeps, the "E" represents the funding we receive for teaching (*enseignement*) which represents the biggest portion of the budget. Colleges are expected to have a balanced E-envelope, however, over the past few years, this has not been the case and the budget has been witness to a growing deficit.

The College plans to hire a consultant to analyze the situation to understand the predicating factors and propose methods to improve efficiency in the allocation process. It would be important to have an objective review of what is needed and what we should do to address the problem. A comment was made that this is a very prudent approach. Questions were raised as to whether a new allocation and scheduling module would be

purchased with the funds. The money would serve both hire a consultant and possibly purchase a new module depending on the recommendations received.

**Resolution No.: LEN-2022-067**

**Access to Surplus Funds – Allocation, Workload and Academic Re-Organization**

**WHEREAS** Champlain Lennoxville has witnessed a trend over the last few years such that a deficit has been generated annually in the E-envelope which finances teaching resources and which consequently impedes the ability of the College to utilize surplus funds generated within the operating budget; and

**WHEREAS** the management of the E-envelope has proven a significant challenge, particularly within the context of the pandemic and changes within the administrative team; and

**WHEREAS** the SECCL Faculty Union has expressed an openness to reconsider the College's traditional approach to the allocation of workloads amongst teaching staff which impacts the E-envelope; and

**WHEREAS** the College possesses neither the operational resources or internal capacity to conduct a comprehensive analysis to fully assess and address this situation; and

**WHEREAS** external expertise, internal staffing and a different module within the learning management system (Skytech) are necessary to adequately address the challenges of academic organization; and

**WHEREAS** Article 7 of Bylaw 5 Concerning the Financial Management of the Regional College provides for the creation of reserve funds from the accumulated surplus by a constituent college;

**BE IT THEREFORE RESOLVED** that the Governing Board recommend that the Board of Governors authorize the creation of a reserve fund from Champlain Lennoxville's portion of the College's accumulated surplus in the amount of \$250,000 to offset the costs that will need to be incurred by the College in addressing the challenges of allocation and academic organization as described above.

Moved: Myriam Pruneau

Seconded: Laura Beausse

There was no call for a vote. Motion carried.

d. Annual Priorities for Director General Champlain Regional College (Presentation)

Odette Côté presented the Director General's priorities for the upcoming year. She reported that there are still many new policies to be revised or developed at the Regional College level within the context of the new governance structure and with the implementation of Law 14. She also reported that Champlain Lennoxville is in good standing regarding the development of key quality assurance components including the Champlain Lennoxville *Policy on the Evaluation of Student Achievement* (IPESA), the Champlain Lennoxville *Student Success Plan*, the development of Champlain Lennoxville's Strategic development goals, and the soon-to-be-consulted-upon, *Policy on the Management of Academic Programs* (IPMAP).

## 7) Constituent College Report

Nancy Beattie presented a summary of the College report included in the meeting package. Enrolment numbers are very solid, even after the add-drop deadline. The Student Success Plan summary document will be distributed to students along with a letter of encouragement going into the mid-term period.

Renovations to the Champlain residence buildings are now in the final stages. During the half-time break in November, students will be moving out of the St. Laurent building and into the newly renovated Hyatt building. The St. Laurent building is the last building to be renovated and by next fall, all 6 residences will have been renovated.

The local activities surrounding the *National Week of Truth and Reconciliation* were highly successful. This year Champlain worked in collaboration with PRESE Estrie, Université de Sherbrooke, Cégep de Sherbrooke and Bishop's University to organize a variety of events that took place at each of the institutions involved. Specific funding was granted by PRESE this year to off-set some of the costs of this collective effort. The week culminated with the Every Child Matters Walk and Orange Shirt Day with a very large turnout on our campus.

### **Resolution No: LEN-2022-068**

#### **Motion of thanks to the organizers of the local truth and reconciliation week activities**

A motion of thanks was put forward on behalf of the Governing Board to recognize the work of Lois Dana and Murray Johnston who organized the local activities at Champlain as part of the National Week of Truth and Reconciliation.

Moved: François Paradis                      Seconded: Myriam Pruneau

There was no call for a vote. Motion carried.

## 8) Varia

*There were no items discussed.*

## 9) Date of Next Meeting (December 13, 2022)

The Chair informed the members that there may be a special meeting in November in order to adopt financial statements.

## 10) Adjournment - Francois Paradis moved to adjourn the meeting at 17:14

The minutes were adopted as presented at the Governing Board meeting on December 13, 2022.

Moved: Monika Mitchell                      Seconded: Laura Beausse

Tina Gjertsen, Recording Secretary